

**MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY MEETING HELD ON
WEDNESDAY FEBRUARY 18, 2015 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.**

CHAIRMAN: Alfonso E. Ortiz, Jr.

COMMISSIONERS: David Romero
Joey Herrera
Vince Howell
Tonita Gurule-Giron
Ember Davis

ALSO PRESENT: Pamela Marrujo, Housing Director
Barbara Padilla, HM Supervisor
Dave Romero, City Attorney
Elmer Martinez, City Manager

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Chairman Ortiz Jr. asked for a moment of silence to give thanks for life as it is and life as it could be. Life can be a lot more pleasant if we make it pleasant. It can be more miserable if we make it miserable. These are choices that we have. He asked for a moment of silence to think positively and reflect on our lives.

APPROVAL OF AGENDA

Commissioner Tonita Gurule-Giron made a motion to approve the agenda as is. Commissioner Vince Howell seconded the motion

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner David Romero	Yes
Commissioner Vince Howell	Yes
Commissioner Joey Herrera	Yes
Commissioner Tonita Gurule-Giron	Yes
Commissioner Ember Davis	Yes

Barbara Padilla re-read the motion and advised the motion carried.

APPROVAL OF MINUTES

Commissioner Vince Howell made a motion to approve the minutes of December 17, 2014. Commissioner David Romero seconded the motion.

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner Joey Herrera	Yes
Commissioner Ember Davis	Yes
Commissioner Tonita Gurule-Giron	Yes
Commissioner Vince Howell	Yes
Commissioner David Romero	Yes

Barbara Padilla re-read the motion and advised the motion carried.

PUBLIC INPUT

None at this time

PRESENTATION

Finance Director Gallegos presented the Housing Department Revenue and Expenditures report for the month of January. She stated that 58% of the year has lapsed and the HA has brought in over 65% of revenues. In the regular meeting today, Director Marrujo will be asking for a \$30,000 increase in Housing Operating Subsidy. That will be going into betterments and additions in the regular budget. In the expenditures, the HA is at 59% of the budget. That will increase once the budget is increased.

Commissioner Tonita Gurule-Giron asked Finance Director Gallegos to explain the Housing Other income, at 124%. Housing Director Marrujo addressed that by saying the HA has currently collected \$10,309 due to interest, late fees, and unit repair and materials. Year to date the HA is typically at \$4,842. The HA has increased that to \$10,000. Commissioner Gurule-Giron asked about the \$63,000 under Transfers In. Housing Director Marrujo explained that the HA gets a 10% transfer from the CFP fund each year, and that entire transfer has come in. Commissioner Gurule-Giron asked for an explanation of the Other Income, interest, late fee charges, and unit repair and materials. Housing Director Marrujo explained that tenants are charged late fees if they pay rent late. Also, for unit repair and materials, if a tenant has damages to the unit, they are charged for that repair. Commissioner Gurule-Giron asked where that money goes back into the budget. Housing Director Marrujo explained it goes into the Housing Operating Fund.

Housing Director Marrujo introduced Arline Quintana from Samaritan House, who gave her quarterly report to the Housing Commission. Ms. Quintana explained that Samaritan House has several different programs, including the shelter, food pantry and housing program. In 2014 they had a transitional housing program that housed about 53 family members. A HUD

grant allowed Samaritan House to do that. The food pantry served an average of 256 households each month. A total of about 1,600 family members were served. At the shelter, they serve meals each evening. They served over 3,000 meals to the homeless and the financially disadvantaged. They housed about 258 individuals throughout the year. Ms. Quintana stated a lot of this is possible because they work in conjunction with the city. There is a contract for the shelter as well as the building provided at 220 Bernalillo. Ms. Quintana asked for the continued support from the City.

Commissioner Howell asked about the function happening at the end of February. Ms. Quintana explained that every other year the United World College hosts a Gala on the campus. The UWC students put this gala on as a fund raiser. Ms. Quintana explained that the Samaritan House is the benefactor for this event. There are a lot of activities at the event which takes place on Saturday, February 28, 2015. Ms. Quintana said she hopes than anyone who can make it will attend. The focus of this fund raiser is ending hunger and homelessness in Las Vegas and surrounding areas.

Discussion ensued regarding the search for a new Homeless shelter. Chairman Ortiz Jr. commended Ms. Quintana and her staff for the very important work they do. Ms. Quintana again thanked the commission for their support saying that when applying for grants, it helps to have the support of the commission.

HOUSING DIRECTORS MONTHLY REPORT

Housing Director Marrujo reported on the continued progress of the 7 unit, and 5 unit remodel projects. The Commission was provided with updated pictures of the units. Housing Director Marrujo reminded the committee that the estimated completion date for the 7 unit remodel is April 7, 2015, and an estimated completion date for the 5 unit remodel is May 25, 2015.

Housing Director Marrujo stated that at the end of March, Housing will be advertising for a Public Hearing for Public input of the HA 5 year plan and annual plan. There are also two Resident Advisory Board (RAB) meetings scheduled. One on February 25, 2015 and a second on March 19, 2015 to discuss any changes to the 5 year and annual plans.

Housing Director Marrujo stated that on March 12, 2015 at 2:00pm, The PHA will be hosting a Financial Awareness class to all residents who are interested.

Housing Director Marrujo discussed that NAHRO is providing 3 scholarships to Public Housing residents meeting certain criteria. This information will be made available to all residents in the monthly newsletter.

Commissioner Tonita Gurule-Giron asked Director Marrujo how many individuals are currently on the waiting list and how many vacancies the HA currently has. Director Marrujo stated there are approximately 20 to 30 families on each bedroom size waiting list, and there are currently about 10 vacant units. The HA currently has an aggressive deadline for each vacant unit. Three units are going to be scoped out for quotes from contractors around the

area to get those units out quickly. Commissioner Gurule-Giron stated that in the past the committee was provided with a vacancy report showing the actual unit and the cost of repairs for the units. She stated that the report had the amounts of rental dollars coming in and how many late fees are being collected and how they revert back to the actual budget. Commissioner Gurule-Giron said she will look for the reports she received previously and is now requesting the committee be provided those reports. Director Marrujo said if Commissioner Gurule-Giron can provide her a sample of those reports she will again provide them to the committee.

Commissioner Gurule-Giron asked if the HA is having difficulties filling the vacancies with qualified individuals. Director Marrujo explained the process for filling vacancies and stated that at times the HA runs into problems when the applicant does not have the money to pay for their utility deposits. The applicants are given several reminders before they come up on the waiting list about what amounts they will be required to pay so they can start saving money.

BUSINESS ITEMS

Approval/Disapproval to Award Bid #2015-20, Window Replacement Project, to Northeastern Construction, the lowest qualified bidder.

Housing Director Marrujo informed the committee that 5 companies bid on the project and the architect has recommended Northeastern Construction as the lowest responsive bidder. The contract amount will be \$233,520.00 plus GRT. This will address all the windows at the Delgado, Hot Springs, Sagebrush, Calle Bonita, Calle Contenta, and Loudon sites. 594 windows will be replaced. The only site not being addressed right now is the Apache/Navajo site because those windows were replaced in 2010.

Commissioner Gurule-Giron made a motion to approve to award bid #2015-20, Window Replacement Project, to Northeastern Construction, the lowest qualified bidder. Commissioner Vince Howell and Commissioner David Romero seconded the motion.

Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner Vince Howell	Yes
Commissioner Ember Davis	Yes
Commissioner Tonita Gurule-Giron	Yes
Commissioner Joey Herrera	Yes
Commissioner David Romero	Yes

Barbara Padilla re-read the motion and advised the motion carried.

COMMISSIONERS REPORT

Commissioner Vince Howell thanked Housing Director Marrujo, Barbara Padilla, and the staff for helping one of the residents. He stated they handled it professionally and included other agencies to help out. He stated he really appreciated it and hopes that the resident was also satisfied.

Commissioner Gurule-Giron would like to request an actual cost break down per Housing unit to find out exactly how much is being spent with improvements to the actual Housing areas. She is requesting this report so she can get a clearer picture of how much money is being put into those actual units. She stated she has a majority of Housing units in her district and she wants to make sure they are represented. There were no objections to her request from the commission.

Chairman Ortiz Jr. stated he sees a very positive direction that Housing is heading with Housing Director Marrujo and her staff. He stated she is getting things done. He sees good things taking place, a better relationship being established with HUD. He thanked Housing Director Marrujo and her staff.

EXECUTIVE SESSION/CLOSED SESSION

Housing Director Marrujo stated there was not a need for Executive Session.

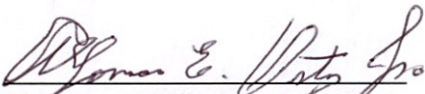
ADJOURN

Commissioner Vince Howell made a motion to adjourn the meeting. Commissioner Tonita Gurule-Giron seconded the motion.

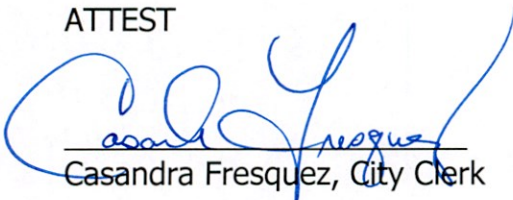
Chairman Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

Commissioner Tonita Gurule-Giron	Yes
Commissioner Ember Davis	Yes
Commissioner Vince Howell	Yes
Commissioner Joey Herrera	Yes
Commissioner David Romero	Yes

Barbara Padilla re-read the motion and advised the motion carried.


Chairman Alfonso E. Ortiz Jr.

ATTEST


Casandra Fresquez, City Clerk